



## Senior Landfill Attendant

**Department:** General Services

**Class Code:** 3518

**EEO Code:** 28

**FLSA:** N

**Effective:** 01/05/1992

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### **GENERAL STATEMENT OF DUTIES:**

Under general supervision; performs work of moderate difficulty monitoring County landfills, maintaining records and collecting fees; and performs other work as required.

### **SPECIFIC STATEMENT OF DUTIES:**

Monitors and weighs commercial vehicles to determine load acceptability and tipping fee; monitors vehicles for unacceptable materials and collects fees from private citizens; handles money and charge receipts for commercial and residential customers; operates and checks electronic scales; records all incoming vehicles; directs customers to proper dumping area; answers questions concerning landfill procedures and operations; prepares daily reports; prepares charge and cash receipts daily; performs general cleanup of operations building and grounds; supervises public dumping area; and performs other work as required.

### **REQUIRED SKILLS, KNOWLEDGE AND ABILITIES:**

Good knowledge of types of wastes allowed in landfill; good knowledge of how to identify and carefully handle hazardous materials; good knowledge of mathematical principles; good knowledge of how to determine charges for dumping.  
Working skill in keeping accurate records; in establishing and maintaining good relations with the public.

### **MINIMUM EDUCATION AND EXPERIENCE:**

Completion of the core curriculum for a high school diploma with two courses in math and two years of experience as landfill attendant; or an equivalent combination of training and experience.

### **ADDITIONAL REQUIREMENTS:**

None.

<p>This class specification is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.</p>
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